



CITY OF LANCASTER
BUILDING DEPARTMENT
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Forms on-line at www.ci.lancaster.oh.us/dept/building

FEE SCHEDULE

Effective 6/1/07

Authority

The Building Department provides the City of Lancaster with plan review, inspection and enforcement to ensure safe structures. The standards applied are those of the Ohio Building Code (OBC) and the Residential Code of Ohio (RCO). Authority to enforce the OBC was granted to the City of Lancaster effective December 22, 2003 by the State of Ohio, Department of Industrial Relations, Board of Building Standards, and by Council Resolution #29-03. Authority as a Certified Residential Building Department to enforce the RCO was granted by the Ohio Board of Building Standards (Rule Number 4101:2-76-56) with an effective date of May 27, 2007.

Application Requirements: The applicant must provide:

1. **Residential:** **Two** complete sets of plans & specifications, along with **three** site plans
Plan review non-refundable deposit of \$135 per unit for new construction or \$75 for alterations or resubmittals
2. **Commercial:** **Four** complete sets of plans & specifications, along with **four** site plans
Plan review non-refundable deposit of \$100

Fees: Deposits are due at time of application, remainder of fees are due and payable upon receipt of approved plans or notice during construction.

Expiration: The approval of plans or drawings and specifications are invalid if construction, erection, alteration or other work upon the building has not commenced within 12 months of their approval. One extension shall be granted for an additional 12-month period if requested by the owner at least 10 days in advance of the expiration of the approval and upon payment of a \$60 fee.

Extension: If in the course of construction, work is delayed or suspended for more than six months, the approval of plans or drawings and specifications or data is invalid. Two extensions shall be granted for six months each if requested by the owner at least 10 days in advance of the expiration of the approval and upon payment of a \$60 fee.

Permits Not Required: The following are examples of items that do **NOT** require **construction permits**:

1. Any remodeling product which does not include structural changes and includes like-for-like replacement in the same location, such as:
 - a. Kitchen/Bath fixture replacement
 - b. Interior refinishing
 - c. Door/Window replacement
 - d. Roof/Gutter/Downspout repairs
 - e. Driveway/Sidewalk repair, replacement or resurfacing if done to City standards
 - f. Tuck-pointing and/or repair of exterior masonry

- g. Basement waterproofing
- h. Uncovered patios
- i. Uncovered decks ≤ 200 square feet
- j. Detached residential accessory buildings ≤ 200 square feet (see 2. below)

2. The following projects **require a Zoning Permit** or a **special permit** as noted, other items also require zoning permits.
- a. Certain radio antennas
 - b. Any construction in the required side, front or rear yard setback
 - c. Fire/Security detection systems (alarm owner’s permit from the Lancaster Police and an installer’s permit & contractor registration).
 - d. Detached residential accessory buildings ≤ 200 square feet.

Part 1 – Plans Examination Fees:

A plans examination fee will be assessed according to the following schedule:

A.	One, Two and Three Family Dwellings per unit	\$134.09/Per Unit - requires \$135 application deposit/unit
B.	New residential garage and accessory buildings. Additions and alterations to residential buildings, garages and accessory buildings.	\$73.14 - requires \$75 application deposit
C.	Commercial	\$86.25/hour + 5% Zoning Fee + 3% BBS Fee requires \$100 application deposit

Part 2 – Residential Permit Fees:

A. A 1% BBS fee will be included in the total cost of each residential plan review and permit as required by the Ohio Board of Building Standards. A 5% zoning fee will also be included.

B. Blanket New Residential Permits

A blanket residential permit may be issued to construct a new residential dwelling unit(s) (less than four dwelling units), fee **does not** include: reinspection, after-hours inspection or temporary occupancy. The blanket permit fee includes related accessory buildings such as carports and garages, but does not include community spaces, pools, signage, or mail shelters. Fees are figured on gross floor area of all occupiable spaces, including halls, common areas, stairways, laundry rooms and carports. Blanket permit fees are not refundable. Change of contractor shall be accomplished only by a permit transfer. A fireplace fee of \$53.00 per unit will be included with the initial construction if shown on the plans.

				No Fireplace	One Fireplace
Up to	1,000	Sq. Ft.	Per Dwelling Unit	\$583.00	\$636.00
1,001	2,000	Sq. Ft.	Per Dwelling Unit	\$636.00	\$689.00
2,001	4,000	Sq. Ft.	Per Dwelling Unit	\$689.00	\$742.00
More than	4,000	Sq. Ft.	Per Dwelling Unit	\$795.00	\$848.00

6/1/07

C. Residential Alteration/Renovation Permits

Permits for alterations/renovation of existing buildings shall be issued to include only the work shown on the approved plans or specifications. A separate fee will be assessed for each permit type; building, mechanical, plumbing, or electrical as applicable for the proposed alteration. The Building Department will determine the required number of inspections for each permit type applied for in the application.

One, Two and Three Family Dwelling Units:

Minor renovation, alteration and additions ≤ 200 square feet or 8 fixtures	\$78.75 Per permit type
Major renovation, alteration and additions > 200 square feet or 8 fixtures	\$157.50 Per permit type
Electric service ≤ 400 amp or 8 fixtures, minor HVAC ≤ 8 ducts, minor plumbing ≤ 8 fixtures or 200 sf, minor hydronics ≤ 8 fixtures or 200 sf	\$78.75 Per permit type
Temporary electric service ≤ 200 amp (90 day maximum)	\$50.00

D. Miscellaneous Residential Permits

Separate additional inspections may be required based upon information submitted for plan review. Each additional inspection type will be calculated using the current listed amount. Additional inspections may be required at the discretion of the Building Official. Permits for miscellaneous structures shall be issued to include only work shown on approved plans, specifications, and sketches and/or described in letter form. Fees for miscellaneous structures, inspections and services shall be based on the following schedule:

1.	Miscellaneous Residential Zoning Approval	\$25.00
2.	Residential Accessory Buildings: ≤ 200 square feet, zoning approval required	\$25.00
3.	Residential Accessory Buildings: > 200 square feet (includes foundation & final)	\$110.00
4.	Deck Uncovered: > 200 square feet (includes foundation & framing inspection)	\$110.00
5.	Parking Lots: Not constructed at the same time as the building (sub-base and final inspection). Zoning approval required.	\$110.00
6.	Carports: (Includes foundation and final inspection) zoning approval required	\$110.00
7.	Pools In-ground/Above-ground: (foundation, electrical bonding + final inspection) zoning approval required	\$110.00
8.	Fences: Over 6 feet high require construction plans and zoning approval	\$110.00
9.	Fireplaces: All types	\$110.00
10.	Moving of Residential Structure: (requires pre-planning review and right-of-way permit)	\$110.00
11.	Demolition Permit:	
	a. Residential accessory structure: ≤ 200 square feet, no permit required	N/A
	b. Residential accessory structure: > 200 square feet	\$78.75
	All other structures, based on gross floor area	
	100 to 5,000 square feet	\$110.00
	5,001 to 10,000 square feet	\$157.50
	For each additional 10,000 square feet or portion thereof	\$110.00
12.	Development Permit, Subdivision Recording: Contact City Engineering for current fees	
13.	Fire Impact Fee: Per each new family unit created by new construction or change of use	\$2,223.00
14.	Contractor Registration: Per trade for a 12 month period	\$100.00
15.	Water and Sewer capacity fees: Contact our office for current fees	
16.	Residential Temporary Occupancy: (requires separate inspection)	\$63.60
17.	Occupancy Inspection for Type “A” daycare: (req. zoning, inspection & state approval)	\$108.00

18.	Re-Inspection fee: Each occurrence, fees must be paid prior to re-inspection	\$60.00
19.	Permit Card Replacement: Replacement of permit card	\$35.00
20.	Transfer of permit(s): Per each transfer	\$60.00
21.	Working Without a Permit: Evidence of work started or discovered with no plan approval or permit	2 x current fee
22.	Extension of a Permit: Must be requested 10 days in advance of expiration date	\$60.00
23.	Preliminary Plan Review: Fee charged on a per hour basis	\$75.00
24.	Zoning Variance: Presented to the local Board Zoning Appeals	\$150.00
25.	Zoning Inspection: Inspection or investigation to determine zoning compliance	\$25.00

Part 3 – Commercial Permit Fees

A. A 3% BBS fee will be included in the total cost of each commercial plan review and permit as required by the Ohio Board of Building Standards. A 5% zoning fee will also be included.

B. New Buildings, Additions, and Renovation Permits

1. Permits for new buildings, additions, and renovations to existing building shall be issued to include only the work shown on the approved plans and/or specifications.
2. Fees for new buildings, additions and/or renovations to existing buildings shall be based on floor or surface area to be computed as follows:
 - a. All floor or surface areas include garage, carport, basement, cellar and sub-basement floors measuring the outside dimensions at each floor level.
 - b. Crawl spaces and attic areas shall not be included.
 - c. In buildings or areas where there are no walls, the area enclosed by the outside dimensions of the supporting columns shall be included.
 - d. In buildings or areas where a roof is supported by a single row of columns, the horizontal projected area of the roof shall be included.
 - e. Square footage fee schedule applies to areas of work for addition and renovation projects.

C. Commercial Permits

	Base Charge	Plus \$ for each 100 s.f. or portion thereof
General	\$200.00	\$6.00
Plumbing	\$200.00	\$1.50
Electrical	\$200.00	\$3.00
Sprinkler/Fire Suppression	\$100.00	\$3.00
HVAC/Refrigeration	\$200.00	\$3.00
Renovations where a minor amount of work is to be performed:		Base Fee
Plumbing: ≤ 8 fixtures or 200 square feet		\$80.00
Electric: ≤ 8 fixtures/devices or 400 amp service		\$80.00
Temporary Electric Service: ≤ 200 amp service (90 day maximum)		\$50.00
HVAC: ≤ 8 fixtures/ducts		\$80.00
Minor Construction or Renovation: ≤ 100 square feet		\$80.00

A 3% BBS fee and a 5% zoning fee will be added to the base permit fees listed above

6/1/07

Part 4 – Commercial Miscellaneous Fees

1.	Occupancy Certificate	A certificate issued to certify compliance with the provisions of the OBC, Chapters 3781 and 3791 of the Ohio Revised Code and the purpose for which the building or structure may be used in its several parts.	\$81.00
2.	Occupancy Compliance	A requested inspection for the purpose of checking for compliance with, or changing the Use Group or occupancy of an existing commercial building with no work proposed which would otherwise require a building permit.	\$108.00 Floor Plans Required
3.	Temporary Occupancy 60-day	Requested inspection for the purpose of checking for compliance with all life and safety aspects of new construction to permit temporary occupancy.	\$270.00
4.	Annual Inspection	Where an inspection is required by the State or County to check for code compliance and safety	\$100.00
5.	After Hours Inspection	Per hour and per Inspector Minimum Fee (2-hours)	\$80.00 \$160.00
6.	Working Without Permit Fee	Assessed when any work that requires a permit commences without a permit.	2 x Fee
7.	Re-inspection	Per occurrence, Per permit type	\$60.00
8.	Inspection Card	Replacement of original	\$35.00
9.	Transfer of Permits	Per permit, per transfer.	\$60.00
10.	Permit Extension	Must be requested 10 days prior to expiration date	\$60.00
11.	Preliminary Plan Review	Per Hour	\$75.00
12.	Plans Examined Separately	Mechanical, Plumbing, Electrical or Fire Protection plans submitted separately from building plans, Per Hour	\$75.00
13.	Certificate of Occupancy	Final certificate fee is added to the building permit fee(s) required in Part 3 above and is issued after final inspection.	\$81.00
14.	Foundation Start Only	Foundation only start after site plan & zoning approval	\$300.00
15.	Variance	a. Residential; Local Appeal (see zoning inspector) b. Commercial; State of Ohio Board of Building Appeals	\$75.00 \$150.00
16.	Contractor Registration	Registration as a contractor for a 12 month period	\$100.00
17.	Fire Impact Fee	Fee formula is based on square feet of construction	sf x 95¢
18.	Parking Lot	Not constructed the same time as the building (sub-base and final inspection)	\$250.00
19.	Signs	a. Fee per sign application and zoning: contact zoning inspector b. Sign construction with approved plans	\$70.00 \$100.00
20.	Pools	(foundation, electrical bonding + final inspection) zoning approval required	\$160.00
21.	Zoning	a. Zoning Clearance for a change of use b. Zoning Clearance to permit an expansion of an existing building c. Zoning Clearance for a new building and business d. Zoning Inspection or determination for compliance	\$150.00 \$350.00 \$400.00 \$75.00

6/1/07